

CONFIDENTIAL

OIT-0945-88

28 SEP 1988

MEMORANDUM FOR: Executive Officer, Office of Personnel

VIA: Director of Personnel

FROM:

Acting Director of Information Technology

SUBJECT: Requirements for Advance Move Into New Headquarters Building

REFERENCE: Your memo, dtd 31 August 88, Same Subject
(OIT-0868x-88)

1. This memo responds to your request for support to OP's installation of an IBM AS/400 Minicomputer System in NHB on an interim basis. OIT will provide the requested data and voice services to support an interim, stand-alone system by 10 October 1988. Because of security and communications concerns with access to the mainframe for the AS/400, it will be necessary for your office to coordinate this requirement with the Office of Security. OIT will provide technical assistance as required.

2. Your interim space will be located on the sixth floor, South Tower, New Headquarters Building, as defined by the Office of Logistics. OIT will coordinate with the Office of Logistics concerning the physical locations of the voice and data services. Additionally, OIT will coordinate with your Executive Officer concerning the physical locations and cabling requirements of your AS/400.

3. will be the OIT point of contact and can be reached on

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25X1

OIT/C/RPS

(27 Sept 88)

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25X1

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0060X-88

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AUG 31 1988
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AUG 31 1988

MEMORANDUM FOR: Director of Information Technology
Chief, Facilities Management Division, OL

FROM:
Executive Officer, OP

SUBJECT: Requirements for Advance Move Into New Headquarters
Building

1. The Office of Personnel (OP) is tasked with assuming Agency responsibility from the Department of Labor (DOL) for administering all Workers' Compensation claims beginning 1 October 1988. Responsibility for this requirement has resulted in the procurement of an IBM AS/400 Minicomputer System and unique software. The new system including seven terminals will arrive in mid-September to meet the operational requirement.

2. The OP component charged with this new responsibility is currently housed in Ames Building. Because the AS/400 system is non-tempested, security restrictions will prevent operation in the Ames Building environment. Several months ago I discussed with Facilities Management Division the possibility of allowing the Workers' Compensation processing group, a total of six staff employees and one cleared DOL detailee, to move into OP space in the New Headquarters Building. Specifically discussed was the space located on the fourth floor, central area of the North Tower. This or any other available space in the Headquarters compound would suffice until the main elements of OP move into the New Headquarters Building in April 1989, at which time the Workers' Compensation processing group would revert to OP space in the South Tower as originally planned. There will be no increase in OP's New Headquarters Building space requirements.

3. Specifications for the AS/400 System are attached for your reference. Access to the mainframe will not be required until 1 December 1988 after testing and transfer of information from DOL is completed. Secure and non-secure phone lines and basic work stations for each member of the group will be needed.

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SUBJECT: Requirements for Advance Move Into New Headquarters Building

4. As OP's focal point for the New Headquarters Building move, I have discussed this proposal with the working elements of OL and OIT assisting us with our move. Both have advised that our request should be approved in appropriate channels so action necessary to meet our deadline can be taken without further delay.

5. Any questions concerning OP's request should be directed to my office

[Redacted]

[Redacted]

Attachment:
As stated

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11:54 AM -- 8 September 1988

25X1 Note To: [redacted]

From: [redacted]

Subject: Request from OP for NHB Minicomputer Support

Bill,

25X1 Attached is a request from the EXO/OP to D/OIT and C/FMD/OL asking for support as they install a minicomputer in NHB ahead of the planned OP move there in April. I talked with [redacted] this morning. The only request he is making of OIT is for us to install a link to VM at the temporary location in NHB in December, then to move the VM link to their permanent NHB space in April. I don't know if our NHB survey teams have already talked to OP about this requirement.

25X1 Please let me know what, if anything, we've agreed to, and whether or not OIT can/should support this request. It sounds like a low pay-off request to me -- and one which OP should have coordinated with us LOOOOOONG in advance.

[redacted]
Jim

25X1 P.S. -- [redacted] Did we OK OP's purchase of this system?

25X1 CC: [redacted]

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